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## PLANNING DIRECTOR QUESTIONS, COMMENTS AND RECOMMENDATIONS

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<b>Proposed Development:</b>	Site Plan Review & Stormwater Permits 192 Millbury Avenue
<b>Applicant:</b>	Katherine Fairbanks
<b>Site Plan Submitted:</b>	August 30, 2021
<b>Public Hearing Scheduled:</b>	September 27, 2021, continued to October 25, 2021

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**Project Description:** The Applicant proposes to construct parking to accommodate 9 vehicles to serve an existing building that will be occupied by an office use on the first floor and two 2-bedroom apartments on the second floor. The proposed development is located within the Business II District, which allows office and two-family dwellings by-right. The proposed development will be served by municipal water and sewer. The site consists of 11,349 square feet abutting Dorothy Pond.

### Questions and Comments:

1. The Applicant seeks a waiver from Zoning Bylaws, Section 12.44(a) as it pertains to grading. The Site Plan depicts 2' contours where the slopes are steep and 1' contours where the slopes are shallow.
2. The Applicant seeks a waiver from Zoning Bylaws, Section 12.44(c) as it pertains to the isometric line drawing. The project involves an existing building that will remain, although small changes were made to the façade as shown in the elevation drawings.
3. The Applicant seeks a waiver from Zoning Bylaws, Section 12.44(d) as it pertains to the locus plan. The locus plan is at a scale of 1"=1000' instead of 1"=100'.
4. The Applicant seeks a waiver from Zoning Bylaws, Section 12.44(f) as it pertains to the requirement to submit a Development Impact Statement.
5. The Applicant seeks a waiver from Zoning Bylaws, Section additional waiver from Section 12.4, Subsection 12.45 – Site Design Standards; to allow the property to be landscaped within the perimeter setback areas that are currently vegetated with weeds and brush.
6. Please modify the site plan to depict the exterior deck and stairwells as depicted on the exterior elevations and floor plans. I am concerned that there is insufficient space to accommodate the employee parking and dumpster when taking into account the width of the deck and placement of the stairwell.
7. Please modify the site plan to depict a dumpster pad and enclosure in accordance with Zoning Bylaws, Section 12.44(a). Stockade fencing is preferred.
8. In accordance with Zoning Bylaws, Section 12.44(a), please provide information about the location, type, style of fixture and intensity of lighting, as well as the location, structural design and dimensions of any signage.
9. Due to the proximity of Dorothy Pond, an impaired water body, I recommend inclusion of a Condition of Approval that prohibits the use of sodium based de-icing agents on the site. Agents such as potassium chloride or calcium chloride are acceptable for usage at the site.
10. Please adjust the retaining wall spec on Sheet 3 to specify that the top of wall has a 12" reveal versus a 12' reveal. For aesthetic reasons and to block headlights from negatively impacting the abutters, I recommend installation of a stockade fence versus a galvanized chain link fence. I further recommend screening the wall from the property N/F owned by BBW LLC and N/F Fitzzy's Real Estates Inc. with 6' tall coniferous plantings (i.e. arborvitae).

11. I recommend inclusion of stairs in the retaining wall design so that residents can access the backyard and Dorothy Pond from the parking lot.
12. Please modify the Parking Requirements statement on Sheet 3, which states that 2 parking spaces are required for the business use. Zoning Bylaws, Section 33 states that no fewer than 3 spaces are required for office/retail spaces.

cc: Dave Glenn, Stantec  
Bob Murphy, Robert G. Murphy & Associates, Inc.